

Village of Germantown Hills
Personnel Committee Meeting Minutes

July 22, 2021 5:00 p.m.

1. **Call to Order/Roll Call/Minutes Approval**-Julia Miller called the personnel committee meeting to order at 5:04 p.m. and roll call was taken.

Village President/Trustees	Roll Call	1	2	3	4	5	6	7	8
Julia Miller-Chair	Present	Y	Y	Y	Y				
Jeff DeGroot	Present	Y	Y	Y	Y				
Todd Rice	Present	Y	Y	Y	Y				
Stephanie Chaon	Present	Y	Y	Y	Y				
Nathan Henricks	Absent	-	-	-	-				

Rich Brecklin, Superintendent of Public Works

a. **May 24, 2021 Personnel Committee Minutes Approval**

A motion was made by Todd Rice to approve the May 24, 2021 personnel committee meeting minutes. The motion was seconded by Stephanie Chaon. **Motion passed #1.**

2. **Discussion and recommendation to the finance committee on the employment compensation for FY 21-22**

Ann Sasso noted there are several items in the budget that the board approved doing this year that won't be needed for many years. She advised the committee so that when you look at the numbers keep that in mind.

Julia Miller noted the Village has determined based on some local companies and their workers pay that the Village is lower than most. An employee is leaving because he is going to make quite a bit more pay at another municipality. Ann Sasso, Rich Brecklin, Stephanie Chaon and Julia Miller met to discuss the budget and a recommendation on pay.

Julia stated due to our part time employee's skills and strengths the recommendation is \$1.00 an hour increase. This employee works 30+ hours a week and has insurance, which adds to the overall benefits. Julia Miller noted due to the fact we know we are on the low end of compensation compared to several other entities and the fact we don't want to lose any more employees the recommendation for all full-time employees is a \$3.00 increase per hour. Many companies are being more competitive with the added benefits.

Jeff DeGroot stated the benefits do help to make us more competitive but the pay plays into it too.

Rich Brecklin stated its hard to see what all our employees do but most of the other entities are not doing to the level of what our employees are doing. Rich noted many entities contract a lot of their jobs out.

Jeff DeGroot noted having our employees trained and being able to do things ourselves does make it more efficient in getting things done.

Julia Miller stated the Village has a skilled and valuable team. She noted the lead worker is doing a fantastic job with taking on responsibilities. She noted the compensation study should be completed in August. This will be reviewed and taken into consideration to see if adjustments need to be made.

Julia Miller noted the two supervisors did a great job getting everything done through COVID this last year. She stated she was impressed with the projects still getting completed with the split staff and the need to keep the communication going. The office staff had to maneuver around a new software program and coordinating around all the work needing to be completed.

Rich noted we had to use many communication methods to keep things going within the village this past year.

A motion was made by Jeff DeGroot to recommend to the finance committee on the employment compensation for FY 21-22 a \$1.00 increase for part time and a \$3.00 an hour increase for full time effective May 1, 2021. The motion was seconded by Julia Miller. **Motion passed #2.**

3. Discussion and recommendation to the Village Board to hire a full time Public Works Maintenance employee

Raymond Satchfield resigned to take a job at another municipality.

A motion was made by Julia Miller to recommend to the Village Board to hire a full time Public Works Maintenance employee starting at \$18.00 an hour with an increase up to \$20.00 after a 90-day review. The motion was seconded by Stephanie Chaon. **Motion passed #3.**

4. Adjournment-A motion was made by Todd Rice to adjourn the meeting at 5:27 p.m. The motion was seconded by Jeff DeGroot. **Motion passed #4.**

Ann Sasso, Village Clerk